**********DRAFT**********
ELECTRONIC GOVERNMENT ADVISORY COUNCIL (eGOV)
August 18, 2014

Members or Official Designees
Karen Harrison, Public Representative; **Doug Mitchell** (designee for Meg O'Leary), Department of Commerce; **George Parisot** (designee for Pam Bucy), Department of Labor and Industry; **Rep. Jonathan McNiven**, State House of Representatives; **Linda McCulloch**, Secretary of State; **Mike Kadas**, Department of Revenue; **Scott Darkenwald** (designee for Tim Fox), Department of Justice; **Jennie Stapp**, Montana State Library; **Tammy LaVigne** (designee for Sheila Hogan), Department of Administration; **Sherri Davidoff**, Public Representative (via teleconference)

Guests
Greg Snortland, Montana Interactive; **Becki Kolenberg**, Montana Interactive; **Samantha Mongoven**, Montana Interactive; **Joe Chapman**, Department of Justice; **Larry Krause**, Department of Commerce

SITSD Attendees
Dave Carlson, Denise Adamson, Linda Kirkland, Lynne Pizzini, and Rhonda Haight

Call to Order and Introductions – Tammy LaVigne
Tammy LaVigne called the meeting to order at 1:34 p.m. She welcomed the Council and audience to the August Electronic Government Advisory Council meeting.

Approval of Minutes, May 15, 2014 Meeting **Action Item** – Tammy LaVigne
It was motioned and seconded to approve the May 15, 2014 minutes. Linda McCulloch abstained from voting. The motion passed.

Common Data Elements Technical Standard – Lynne Pizzini
Lynne Pizzini reviewed the standard for the Council. The standard was provided on the Council's website.

Department of Public Health and Human Services Security Incident – Lynne Pizzini
Lynne Pizzini discussed a security incident that occurred in the Department of Public Health and Human Services. There was a server compromised that contained three different types of information:
- Personal information;
- Protected health information;
- Banking information for current and former staff members.

The State cannot prove, or disprove, that the information left the server, or left the State's network, so the following precautions were taken:
- Set up an 800 information line;
- Provided information regarding this incident on the agency's website;
- Letters of notification were sent out to people that had sensitive information on the server over a period of several weeks. Those that received the letters were offered access to credit monitoring, identity theft protection, and insurance.

A mitigation plan has been developed to ensure that all state information systems are protected to the best of our ability. The State does have a Cyber Insurance Policy that assisted with this incident.

Response to Security Questions – Lynne Pizzini
From the last meeting, there was a list of security questions that were compiled and the responses were posted on the Council's website. Lynne reviewed the responses with the Council.

Montana law puts the responsibility for security of data on each agency director and their respective agency; however, SITSD is responsible for the security of the State network and the physical security of the State's data centers. So, there is a shared responsibility for security of information systems.

The State is in the process of having an enterprise risk assessment performed by a third party that is due to be completed in December. Updates are provided to the Legislative Finance Interim Committee. Lynne will provide an update of the enterprise risk assessment at the next Council meeting.

SITSD has also put together a workgroup of information technology managers to review statewide governance of security and make recommendations for improvements. One of their recommendations is to investigate having a Security Advisory Council appointed by the Governor to facilitate security of information systems in state government.

Montana Data Portal Update – Denise Adamson
The Montana Data Portal launched on June 30, 2014. SITSD has entered into Memorandum's of Understanding with the following:
- Department of Administration
- Department of Commerce
- Department of Environmental Quality
- Department of Labor and Industry
- Department of Public Health and Human Services
- Department of Revenue
- City of Bozeman

There are currently 48 datasets in the data portal, 18 of which are private. SITSD is doing a demonstration of the data portal for the Governor on September 3, 2014.

Statute Subcommittee Update – Doug Mitchell

Doug Mitchell reviewed the work the Statute Subcommittee has done to make changes to the Montana Electronic Government Services Act. The Subcommittee's proposed changes to the statute involve eliminating the Electronic Government Advisory Council.

The reasoning behind this proposal is the statute came from some time ago and was needed due to the uniqueness of the contracting model. Now, a decade later, there are other broader advisory councils within the Department of Administration that deal with information technology issues and the State has become acclimated to this contract model. The process of providing eGovernment services is now is well known. Eliminating the Council will create efficiency in state government by eliminating a state bureaucratic entity. The Montana Electronic Government Act is important and the Subcommittee added a section about transparency. Part of this law is to promote transparency in information management.

Doug Mitchell answered questions regarding the proposed changes from the Council. Discussion ensued on the proposed changes and what the Council does for the Department of Administration.

Rep. McNiven moved to table accepting the proposed changes until the November 13, 2014 meeting. Discussion continued and it was decided that the Subcommittee will make changes to the proposal based on comments from this meeting and bring another draft of the proposal to the November meeting.

Montana Interactive General Manager's Report – Becki Kolenberg

Becki introduced the 14 employees of Montana Interactive. Becki reviewed the second quarter report for 2014 with the Council.

Open Forum

- **Future Agenda Items – Tammy LaVigne**
  - Enterprise Security Risk Assessment update
  - More information from the Statute Subcommittee and possible legislation
  - Montana Interactive's General Manager's Report
- **Member Comments – Council Members**
  - None
- **Requests for Staff Support – Council Members**
  - None
- **Public comment on any matter within the eGov Council's jurisdiction – Audience**
  - None

Tammy LaVigne adjourned the meeting at 3:30 p.m.

Next Meeting: Thursday, November 13, 2014, 1:30 p.m. – 4:00 p.m.; Room 53 Mitchell Building